

**EL CAMINO COLLEGE
MINUTES OF THE COLLEGE CURRICULUM COMMITTEE
AUGUST 18, 2009**

Members: L. Alford, F. Arce, C. Brinkman, Quajuana Chapman, J. Davidson, M. Hall, J. Harmon, A. Himsel, S. Gates, R. Hughes, R. Hughes, B. Jaffe, L. Kjeseth, M. Lipe, V. Lloyd, E. Martinez, C. Mosqueda, S. Panski, M. Odanaka, V. Rapp, J. Sims, R. Smith, Lori Suekawa, J. Thompson, J. Young

VIRTUAL CONSENT AGENDA

On August 18, 2009, the Summer 2009 Consent College Curriculum Consent Agenda was distributed via e-mail to all members of the College Curriculum Committee. In lieu of an on-campus CCC meeting, Chair Kjeseth asked members to vote their approval/disapproval/abstention of the Consent Agenda. Approvals for the Summer 2009 Consent Agenda were received from the following with a few corrections as indicated below:

- 1) Francisco Arce
- 2) Suzanne Gates
- 3) Mark Lipe
 - a. Correction on page 21 regarding PE 220 Naginata course. After second sentence, a full sentence needs to be in place e.g. "With letter grade option only, students are more like to dedicate...etc." In last sentence, word missing as it should read "no combative sparring."
- 4) Michael Odanaka
- 5) Saul Panski
- 6) Virginia Rapp
- 7) Valencia Rayford
- 8) Jackie Sims
 - a. In Mathematics, Math 99abc, "5" is missing in reference to compliance with Title regulation.
- 9) Lori Suekawa
 - a. Correction to Art 12ab, course is listed as not degree applicable. She cannot submit the course because she believes we have to state transfer status CSU and make the course degree applicable.

EMERGENCY CONSENT AGENDA

On August 24, 2009, an Emergency Consent Agenda was distributed via e-mail to all members of the College Curriculum Committee. Chair Kjeseth asked the members to review this short consent agenda and to vote their approval or disapproval/abstention. Chair Kjeseth included the following as an explanation for the justification for the emergency consent agenda:

- A Title 5 violation was discovered, related to the Music for the Older Adult courses. Each of these noncredit courses is taught simultaneously with its credit counterpart, with

only one instructor of record for both. Simultaneously taught credit and noncredit courses are allowed under Title 5, as long as they have roughly the same outline of subject matter and equal number of hours of the same type. The contact hours for the credit courses are lecture hours. Unfortunately, when they were created, the noncredit courses were assigned lab hours. Besides compliance with Title 5 regulations, this change is also necessary to prevent any confusion that might arise about faculty load and contracts. Action for approval by the CCC was necessary in order to avoid any ambiguity with instructor's contracts this fall.

- Mathematics 43 was erroneously assigned Credit, Not Degree Applicable status when it was reviewed last year. Its status should match Mathematics 40. Both of these courses continue to be required for certain certificates and degrees. In order to avoid any confusion, correction of this error was required as soon as possible.

Approvals for the Emergency Consent Agenda were received from the following:

- 1) Francisco Arce
- 2) Suzanne Gates
- 3) Rick Hughes
- 4) Mark Lipe
- 5) Michael Odanaka
- 6) Saul Panski
- 7) Virginia Rapp
- 8) Jackie Sims
- 9) Jacquelyn Thompson